

Appendix A – Terms of Reference for the Children and Young People Board 2023/24

1. The purpose of the Children and Young People Board is to engage with and develop a thorough understanding of the issues within its brief and how legislation does or could affect councils and their communities. The Board's brief is to provide strategic oversight of all the LGA's policy and improvement activity in relation to the wellbeing of children and young people, including education and social care.
2. The Board should seek to involve councillors in supporting the delivery of these priorities (through task groups, Special Interest Groups (SIGs), regional networks and other means of wider engagement); essentially operating as the centre of a network connecting to all councils and drawing on the expertise of key advisors from the sector.
3. The Children and Young People Board's responsibilities include:
 - 3.1. Ensuring the priorities of councils are fed into the business planning process.
 - 3.2. Developing a work programme to deliver the business plan priorities relevant to their brief, covering lobbying campaigns, research, and improvement support in the context of the strategic framework set by Improvement & Innovation Board and events and linking with other boards where appropriate.
 - 3.3. Sharing good practice and ideas to stimulate innovation and improvement.
 - 3.4. Representing and lobbying on behalf of the LGA including making public statements on its area of responsibility.
 - 3.5. Building and maintaining relationships with key stakeholders.
 - 3.6. Involving representatives from councils in its work, through task groups, Commissions, SIGs, regional networks and mechanisms.
 - 3.7. Responding to specific issues referred to the Board by one or more member councils or groupings of councils.
4. The Children and Young People Board may:
 - 4.1. Appoint members to relevant outside bodies in accordance with the Political Conventions.

- 4.2. Appoint member champions from the Board as appropriate, to lead on key issues, with responsibility for liaising with portfolio holders on key issues that require rapid response/contact with councils.

Quorum

5. One third of the members, provided that representatives of at least 2 political groups represented on the body are present.

Political Composition

Labour group	7 members
Conservative group	6 members
Liberal Democrat group	3 members
Independent group	2 members

6. Substitute members from each political group may also be appointed.

Frequency

7. Meetings to be held five times per board cycle.

Reporting Accountabilities

8. The LGA Executive Advisory Board (EAB) provides oversight of the Board. The Board may report periodically to the LGA Executive Advisory Board as required and will submit an annual report to EAB at the July meeting.